

**MOST URGENT**

**Directorate of Training and Technical Education  
Govt. of National Capital Territory of Delhi  
Muni Maya Ram Marg: Pitampura, Delhi.**

No.F..4/8/AC/DTTE/2015-16/2342-47

Dated: 31/3/17

**CIRCULAR**

It is requested to all the HOO/AAO of Polytechnics, ITIs, Dy.App. Advisor, IBBS and BTE to come in the office of the under signed **between 11.00 A.M and 1.00 P.M on 06.04.17** to discuss various issues of each institutes related to the cashless transaction which is already implemented. It is also requested to bring the information as shown in the Performa attached below.

S.No	Information related to POS Machines Installed in the institute	S.No	Information related to SBI Collect of the institute
1	No. of POS machines installed	1	Date of opening of SBI Collect and SBI pooling Account
2	Date of installation of machines	2	Name of Attached PAO
3	Details of Bank Account to which POS linked	3	Number of transactions from the date of opening of account up to 31.3.17 in respect of Non Tax receipts and others
	Date wise number of transactions made in each machines from the date of installation up to 31.3.17 in respect of Non Tax receipts and others	4	Amount credited in the account on above period in respect of Non Tax receipts and others
5	Amount credited through POS on above period in respect of Non Tax receipts and others	5	Bank Charges if any on user or institute. (attach a copy of reconciled statement)
6	Bank Charges if any on user or institute. (attach a copy of reconciled statement)	6	In case of charges deducted by the bank details of action taken by the Institute.
7	In case of charges deducted by the bank details of action taken by the Institute.	7	Amount of non tax revenues deposited in Govt .accredited bank and dates to deposits up to 31.3.17 which is collected through SBI Collect/pooling Account.
8	Amount of non tax revenues deposited in Govt. accredited bank and dates to deposits up to 31.3.17 which is collected POS		

( ASHOK KUMAR)

DY. CONTROLLER OF ACCOUNTS, DTTE

To

1. All Principals of Polytechnics.
2. All Principals of ITIs, Dy.App.Advisor, IBBS and Controller BTE.
3. Accounts Officer & AAO of HQ.

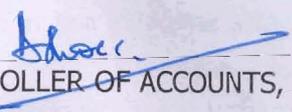
No.F.DTTE/AC/1(1)/Budget/2016-17/2342

Dated: 31/3/17

Dated:

Copy forwarded for information to:-

- 1.PS to Director (TTE)
- 2.PA to Special Director,(TTE)
3. Assistant Programmer, HQ with the request to upload this in Department web-site.

  
DY. CONTROLLER OF ACCOUNTS, DTTE